

WEST HOE CEMETERY MANAGEMENT COMMITTEE
The Jubilee Hall, Little Shore Lane, Bishop's Waltham. SO32 1ED

Minutes of the Meeting of the Committee
Held at the Jubilee Hall, Little Shore Lane, Bishop's Waltham
Thursday 27th January 2022 at 6.00 pm

Present:

Committee Members:	Cllr Mr A Rankine	Chairman
	Cllr Mr A Webb	Vice Chairman
	Cllr Mrs P Clive	
	Cllr Mrs J Marsh	

Ex-officio Members: None

Non-Committee Members: None

Also in attendance:	Mrs L Edge	Clerk
	Mr C Curran	Grave digger
	Mr P Curran	Grave digger
	Mr D Willett	Funeral Director

Members of the public: None

WH078/21 To receive and accept apologies for non-attendance.

Cllr K Ford – indisposed
Cllr A Graff – indisposed.

Resolved: to receive and accept the apologies for non-attendance as tabled.

Proposed: Cllr Rankine
Seconded: Cllr Mrs Clive
All in favour.

WH079/21 To receive any Declarations of Disclosable Pecuniary and Non-Pecuniary Interest relating to items on the agenda.

None relating to the business of the meeting.

WH080/21 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.

None relating to the business of the meeting.

WH081/21 Public Session (for information only).

Mr Willett – Community room available at Steele, Bishop's Waltham.

Cllr Webb – 'decorated' tree at the cemetery; track marks on wet ground.

Mr P Curran – compost and seeding graves rather than turfing.

Mr C Curran – tree planting area/need for dedicated children's' area?

Mrs Edge – audit visit 1.2.22.

WH082/21 To approve the minutes of the meeting of the 9th December 2021.

Resolved: to approve the minutes of the meeting of the 9th December 2021.

Proposed: Cllr Mrs Clive
Seconded: Cllr Mrs Marsh
All in favour.

WH083/21 Groundsman's Report for consideration.

Noted – suggestion re fencing deferred for site visit.

WH084/21 Actions Arising from the meeting of the 9th December 2021.

Noted.

- WH085/21** **To consider finance matters:**
i) To approve payments made.
Resolved: to approve payments made.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Clive
All in favour.
- ii) Bank Reconciliation November and December 2021 for acceptance**
Resolved: to accept the Bank Reconciliation November and December 2021.
Proposed: Cllr Mrs Clive
Seconded: Cllr Rankine
All in favour.
- iii) To note Financial Position year to date.**
Resolved: to note Financial Position year to date.
Proposed: Cllr Mrs Clive
Seconded: Cllr Rankine
All in favour.
- iv) To consider Cash Flow forecast.**
Resolved: to request funding from the Parish Councils as follows:
Bishop's Waltham Parish Council £4,000
Swanmore Parish Council £2,000.
Proposed: Cllr Mrs Clive
Seconded: Cllr Rankine
All in favour.
- Parish Councils to be reminded that the Committee had not requested any funding for the last two years. **Action: Clerk**
- WH086/21** **Regulation amendments for approval.**
Memorial Trees and benches.
Resolved: to approve the amendment in regard to memorial trees and benches as tabled.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Rankine
All in favour.
- Updated Regulations to be uploaded to website. **Action: Clerk**
- WH087/21** **Five Year Plan Draft v2 for consideration.**
Resolved: to approve and adopt the Five-Year Plan v2.
Proposed: Cllr Rankine
Seconded: Cllr Mrs Clive
All in favour.
- WH088/21** **Cemetery tidy up – to agree date.**
Date agreed – 18.2.22 10.00am.
Clerk to arrange appropriate signage. **Action: Clerk**
- WH089/21** **Cemetery update (for information only).**
Noted.
- WH090/21** **Requests for future agenda items (for information only).**
1. Contemplation Area.
2. Cremation packages. **Action: Clerk**
- WH091/21** **Date of next meeting.**
Thursday 3rd March 2022 at 6pm. To be held in the community room at Steeles.
- WH092/21** **Motion for confidential business:**
The Chairman then moved on the completion of the above business:
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

WH093/21

Quotations for spoil works for consideration.

Noted that third quotation had not been received.

Resolved: to accept the quotation from Daniel Groom, Top Trees £6,405.30 for the Spoil works.

Proposed: Cllr Rankine

Seconded: Cllr Mrs Clive

All in favour.

There being no further business the meeting closed at 7.01pm.